

MINUTES OF THE MEETING
OF THE
CHICOPEE HOUSING AUTHORITY
JULY 8, 2009

The Members of the Chicopee Housing Authority met in regular session on July 8, 2009 at 7 Valley View Court in the City of Chicopee, Massachusetts. The meeting was called to order by Chester Szetela. Upon roll call those present were as follows:

Present: Chester Szetela	Absent: Charles Swider
Brian Hickey	Bruce Socha
Tameika Raye'la Martinez	

NOTICE OF MEETING

Notice is hereby given that in accordance with Section 23B of Chapter 39, General Laws as amended that the annual meeting of the Members of the Chicopee Housing Authority will be held on July 8, 2009.

CERTIFICATION AS TO SERVICE OF NOTICE

I, Monica Pacello Blazic, the duly appointed, qualified and acting Secretary of the Chicopee Housing Authority do certify that on December 12, 2008 I filed in the manner provided by Sec 23B. Chapter 39, General Laws, as amended with the Clerk of the City of Chicopee, Massachusetts. I filed said notice with a Member of the office staff in the City Clerk's office.

Also in attendance were the following: Secretary Monica Pacello Blazic, Assistant Executive Director, Patricia Murry, Finance Director Denis Vermette, Maintenance Operations Manager David Dymek, Modernization Coordinator, Robert Kachinski, and Carmen Estrada, Recording Secretary.

Upon a motion made by Brian Hickey which was seconded by Tameika Raye'la Martinez, it was unanimously voted to accept the Minutes of the Meeting held on June 10, 2009 without being read.

The Treasurer distributed copies of reports regarding the summary of operations and operating statements for the period ending May 31, 2009, which was then read by the Director of Finance.

Upon a motion made by Brian Hickey which was seconded by Tameika Raye'la Martinez, it was unanimously voted to accept the Treasurer's report as submitted.

Charles Swider arrived at 6:09 and assumed the chair.

Upon a motion made by Brian Hickey which was seconded by Chester Szetela, it was unanimously voted to pay the bills.

CHECKS ISSUED

REVOLVING FUND/PAYROLL	63316 - 63483	\$512,613.27
SECTION 8	41202 - 41370	\$194,635.20

A tabulation of those bills to be paid is contained in the Member's folders.

Bruce Socha arrived at 6:13 p.m.

Modernization Coordinator Robert Kachinski gave the following reports:

CABOT/CANTERBURY:

The surveillance cameras for both Cabot and Canterbury have been bid and the contract awarded to Control Network Communications from Albany, NY. Work will commence immediately on both projects.

FAIRHAVEN:

The repairs and waterproofing to 14 concrete balconies is two thirds complete.

SENECAL:

The bid opening for the \$2.5 million heat/hot water pipe replacement project came in over budget so DHCD has decided to reject all bids. Weston and Sampson will now redesign the project so that the work can be done in stages. This will enable the CHA to do as much work as possible up to the 2.5 million budge cap.

Maintenance Operations Manager David Dymek reported the following:

Maintenance working on the painting at Kida Apts., carpet will be installed next week.

Work at Fairhaven Apartments are still in progress.

Volpe Drive New door locks have started to be installed.

Upon a motion made by Chester Szetela which was seconded by Bruce Socha, it was unanimously voted to accept the committee reports as given.

The Chicopee Housing Authority has received information indicating that the State has decided to reject the bids to upgrade the Leo P. Senecal Apartments. The rejection was based on the fact that all the bids came in well over the State estimates. The State plans to review the scope of work and the project will then be rebid.

The Chicopee Housing Authority received four (4) requests for proposals for the Single Audit Services for Fiscal Years 2009/2010/2011. After a review of the bids by staff, the contractor who meets the terms of the bid and was selected is Hurley, O'Neil & Company, P.C. and the cost of the contract will be \$10,480.00 per year.

The following resolution was introduced by Brian Hickey, read in full and considered.

RESOLUTION NO. 4889

Whereas, the staff has prepared a contract for Valley Home Comfort, Inc. to install a canopy roof at Birch Bark Place Apartments.

Now, therefore, be it hereby resolved by the Members of the Chicopee Housing Authority to enter into a contract with the firm of Valley Home Comfort, Inc. 20 Warehouse St., Springfield, MA 01118 in the amount of \$14,990.00 to install a canopy roof at Birch Bark Place Apartments, Project 667-8. The work should be completed within two weeks after the materials are ordered.

Brian Hickey moved that the foregoing resolution be adopted as introduced and read, which was seconded by Tameika Raye'la Martinez and upon roll call the "Ayes" and "Nays" were as follows:

AYES: Brian Hickey	NAYS: None
Tameika Raye'la Martinez	
Bruce Socha	
Chester Szetela	
Charles Swider	

The Chairperson thereupon declared said motion carried and said resolution adopted.

The following resolution was introduced by Brian Hickey, read in full and considered.

RESOLUTION NO. 4890

Whereas, the Chicopee Housing Authority received the following seven (7) bids for the camera surveillance system at Cabot Manor and Canterbury Arms Apartments:

<u>BIDDER</u>	<u>BASE BID PLUS ANNUAL MAINT.CONTRACT</u>
Control Network Comm., inc.	\$ 92,345.00
Angelica Bros. Electrical Co.	\$ 95,250.00
What If Networks	\$ 99,984.58
Shanix, Inc.	\$108,230.00
ADT Security	\$116,197.00
BCM Controls	\$120,793.00
Integrated Security, Inc.	\$131,829.07

Now, therefore, be it hereby resolved by the Members of the Chicopee Housing Authority to enter into a contract with the firm of Control Network Communications, Inc. (lowest responsible bid) 19 Walker Way, Albany, NY 12205 to install the surveillance System at Canterbury Arms Apartments (AMP8-3) in the amount of \$16,524.00.

Brian Hickey moved that the foregoing resolution be adopted as introduced and read, which was seconded by Tameika Raye’la Martinez and upon roll call the “Ayes” and “Nays” were as follows:

AYES: Brian Hickey	NAYS: None
Tameika Raye’la Martinez	
Bruce Socha	
Chester Szetela	
Charles Swider	

The Chairperson thereupon declared said motion carried and said resolution adopted.

The following resolution was introduced by Brian Hickey, read in full and considered.

RESOLUTION NO. 4891

Whereas, the Chicopee Housing Authority received the following seven (7) bids for the camera surveillance system at Cabot Manor and Canterbury Arms Apartments:

<u>BIDDER</u>	<u>BASE BID PLUS ANNUAL MAINT.CONTRACT</u>
Control Network Comm., inc.	\$ 92,345.00
Angelica Bros. Electrical Co.	\$ 95,250.00
What If Networks	\$ 99,984.58
Shanix, Inc.	\$108,230.00
ADT Security	\$116,197.00
BCM Controls	\$120,793.00
Integrated Security, Inc.	\$131,829.07

Now, therefore, be it hereby resolved by the Members of the Chicopee Housing Authority to enter into a contract with the firm of Control Network Communications, Inc. (lowest responsible bid) 19 Walker Way, Albany, N.Y. 12205 to install the surveillance system at Cabot Manor Apartments (AMP-1) in the amount of \$67,465.00.

Brian Hickey moved that the foregoing resolution be adopted as introduced and read, which was seconded by Chester Szetela and upon roll call the “Ayes” and “Nays” were as follows:

AYES:	Brian Hickey	NAYS:	None
	Chester Szetela		
	Bruce Socha		
	Tameika Raye’la Martinez		
	Charles Swider		

The Chairperson thereupon declared said motion carried and said resolution adopted.

The Housing Authority is in receipt of an invoice (#5) for payment from JDL of Franklin County, Inc. for the exterior door replacement work at Cabot Manor Apartments (AMP8-1) in the amount of \$36,428.00. This invoice is in accordance with the terms of the contract requirements.

Upon a motion made by Chester Szetela which was seconded by Bruce Socha, it was unanimously voted to approve payment as requested above.

The Housing Authority is in receipt of an invoice (#2) for payment from Village Forge, Inc. for concrete repair work of fourteen balconies at Fair Haven Apartments in the amount of \$ 23,261.70. This invoice is in accordance with the terms of the contract requirements.

Upon a motion made by Bruce Socha which was seconded by Chester Szetela, it was unanimously voted to approve payment as requested above.

The following resolution was introduced by Chester Szetela, read in full and considered.

RESOLUTION NO.4892

Whereas, the Executive Director’s contract was presented to the Board of Commissioners for execution.

Now, therefore, be it hereby resolved by the Members of the Chicopee Housing Authority to approve the Executive Director's contract. The contract term is for three (3) years effective July 1, 2009 through June 30, 2012; and

Be it further resolved to authorize the Chairperson Charles M. Swider and also the Treasurer. Chester J. Szetela to execute said contract for and on behalf of the Authority; and

All of the above is subject to the approval of the Department of Housing and Community Development.

There, being no further business to come before the meeting, therefore, upon a motion made by Bruce Socha which was seconded by Brian Hickey, it was unanimously voted to adjourn at 6:24 p.m.

The next regular meeting is scheduled to be held on Wednesday, August 12, 2009 at 6:00 p.m.

ATTEST: CARMEN N. ESTRADA, RECORDING SECRETARY